

Head of School December 2025

Personal Specification	
Qualification and Experience	<p>All essential</p> <ul style="list-style-type: none"> Qualified Teacher Status Successful teaching within the Primary Sector Is able to demonstrate experience of successful leadership and management including successful line management and staff development. Involvement in school self-evaluation and development planning Minimum of 5 years' experience working within more than one Primary School (desirable) NPQH (desirable)
Skills and Knowledge	<ul style="list-style-type: none"> Excellent knowledge of primary education, curriculum and assessment frameworks Data analysis skills, and the ability to use data to set targets, identify weaknesses and drive improvement. Understanding of high-quality teaching based on evidence, and the ability to model this for others and support others to improve Understanding of school finances and financial management Excellent organisational, communication and interpersonal skills Ability to communicate a vision and inspire others Ability to build effective working relationships Strong understanding of safeguarding and child protection requirements Keep up to date on current educational issues/legislation/initiatives and inform the leadership of necessary changes to policy and practice, ensuring they are implemented in a timely fashion. etc.
Professional Skills	<ul style="list-style-type: none"> Live out the trust ethos of Striving for the Heights with a smart professional appearance and respect for social, cultural, linguistic, religious and ethnic diversity. Commitment to uphold the 7 principles of public life (the Nolan principles) at all times A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school Ability to work under pressure and prioritise effectively Commitment to maintaining confidentiality at all times Integrity, honesty and a commitment to safeguarding, inclusion and equality, ensuring that personal beliefs are not expressed in ways that exploit the position High expectations for all pupils and staff A positive and resilient approach to leadership and excellent attendance. Be emotionally resilient and respond to challenging situations in a calm, professional manner at all times, especially when faced with a complaint. Have a flexible and adaptable approach to work, be willing to go the extra mile to get the job done for the benefit of our pupils, our colleagues and for yourself. Maintain capacity and enthusiasm to learn, remaining self-motivated, reflective, creative and innovative, in all circumstances. Appreciate the cultural and social diversity of our community as a rich resource.

Summative Agreement

Confidentiality	<ul style="list-style-type: none"> I will treat all information about children, families and staff discreetly with regard to confidentiality and data protection, and will report all concerns to the appropriate person(s).
Code of conduct	<ul style="list-style-type: none"> I will adhere to the Trust's code of conduct and all other school policies.
Safeguarding	<ul style="list-style-type: none"> I will comply with all Trust policies and procedures related to equality, safeguarding, and e-safety and will report any concerns to the appropriate person(s).
Health and Safety	<ul style="list-style-type: none"> I agree to take care of my own and other's safety at all times and to carry out my duties in accordance with the Trust's Health and Safety policy and procedures.
Induction	<ul style="list-style-type: none"> On joining the Trust, I agree to attend Induction sessions and complete all related tasks as required.

This person specification is provided to assist staff to understand and appreciate the work content of their post and the role they are to play in school. It does not comprise a full and comprehensive list of all the tasks that the post holder will undertake in fulfilling their responsibilities, and may be subject to amendment or modification at any time in consultation with the post holder.

Agreed by post holder _____ Date _____

Date of this review: December 2025	Date of next review: September 2027
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